

**ANNUAL REPORT
FISCAL YEAR 2005
OFFICE OF ACQUISITION MANAGEMENT
HARPERS FERRY CENTER**

During Fiscal Year 2005, the Office of Acquisition Management, Harpers Ferry Center, obligated and/or received \$15,632,031 in support of the interpretive media departments at the Harpers Ferry Center and the Appalachian Trail Project Office. This resulted in over 1,071 acquisition actions. This figure also includes the Harpers Ferry Center Task Order Assistance Program. This program assisted 29 parks in the obligation of \$5,664,300.

One major contract award was a performance-based supply and service requirements contract for the Servicewide Sign Management Program. This contract includes the planning, design and manufacture of new and replacement signs and interpretive wayside exhibits consistent with the National Park Service UniGuide Sign Standards for all 388 units of the National Park Service. After contract award, 46 Task Orders were immediately placed under this contract at year-end totaling \$763,264.

Other large negotiated contracts include:

AV Production

- Badlands National Park
- Cowpens National Battlefield
- Fort Necessity National Battlefield
- Fort Stanwix National Monument
- Moores Creek National Battlefield
- Trail of Tears National Historic Trail

Exhibit Planning, Design and Fabrication

- Gateway National Recreation Area
- Vicksburg National Military Park

Exhibit Planning and Design

- Central High School National Historic Site

Exhibit Fabrication

- Abraham Lincoln Birthplace National Historic Site and Lincoln Boyhood National Memorial
- Charleston National Commemorative Site
- George Washington Carver National Monument
- Kings Mountain National Military Park
- Selma to Montgomery National Historic Trail
- Shenandoah National Park
- Yellowstone National Park

New IDIQ Contracts

- 6 new IDIQ contracts for Artwork
- 1 new IDIQ contract for Closed Caption Display Units
- 1 new IDIQ contract for Fiberglass Embedment Panels
- 5 new IDIQ contracts for Wayside Planning and Design Services

Other Large Contracts

- Hagerstown Goodwill Industries for On-Site Reception, Mailroom, Warehouse and General Clerk II Services
- Weatherization of the Byrd Brady House

Obligations by purchase card in the Acquisition Management Office totaled \$308,261. The Center also has 56 active purchase cardholders and administers the purchase card program for the Center.

The Acquisition Management staff continues to lead and participate in a Servicewide workgroup for the ongoing revisions to the National Park Service Agreements Handbook. This Handbook contains Servicewide guidance on interagency, cooperative, and other types of agreements. The final draft was endorsed by the Associate Director of Business Practices and Workforce Development on April 13, 2004. The office also played a lead role in a Departmentwide workgroup for Federal Assistance Award Data System (FAADS) which is the reporting module for Federal Financial Assistance.

The Office of Acquisition Management continues to administer the Servicewide IDIQ database and provide Procurement Desktop assistance to the Harpers Ferry Center.

Fiscal Year 2005 Program

Procurement

	<u>Dollars</u>	<u>Actions</u>
Contracts	\$ 8,205,449	464
Small Purchases	1,152,201	163
Third Party Drafts	147,321	331
Purchase Cards	308,261	70
Federal Express BPA	<u>42,123</u>	<u>—</u>
TOTAL	\$ 9,855,355	1,028

Task Order Assistance

Task Order Assistance Program	<u>\$ 5,664,300</u>	<u>29</u>
TOTAL	\$ 5,664,300	29

Assistance

Interagency Agreements	\$ 13,146	2
Cooperative Agreements	0	2
Other Agreements	<u>0</u>	<u>0</u>
TOTAL	\$ 13,146	4

Funds Received

Interagency Agreements	\$ 69,230	9
Cooperative Agreements	0	0
Other Agreements	<u>30,000</u>	<u>1</u>
TOTAL	\$ 99,230	10

TOTAL	\$ 15,632,031	1,071
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TOTAL PROCUREMENT OBLIGATIONS: \$ 9,855,355*

	<u>Goal</u>	<u>Prime Obligations</u>	<u>Small Business Subcontracting Obligations</u>	<u>Total Obligations</u>
<u>Small Business</u>	\$ 9,000,000	\$ 9,661,816	\$ -0-	\$ 9,661,816
<u>Large Business</u>	-0-	\$ 193,539	\$ -0-	\$ 193,539

GOALS

	<u>Goal</u>	<u>Prime Obligations</u>	<u>Small Business Subcontracting Obligations</u>	<u>Total Obligations</u>
<u>Minority Business</u>	\$ 800,000	\$ 717,507	\$ -0-	\$ 717,507
<u>SBA 8(a) firms</u>	\$ 400,000	\$ 513,350	\$ -0-	\$ 513,350
<u>Other than 8(a) Firms</u>	\$ 400,000	\$ 204,157	\$ -0-	\$ 204,157
<u>Women-Owned Business</u>	\$ 600,000	\$ 941,865	\$ -0-	\$ 941,865
<u>JWOD</u>		\$ 185,300	\$ -0-	\$ 185,301
<u>HUBZone</u>		\$ 12,863	\$ -0-	\$ 12,863
<u>Veteran-Owned</u>		\$ 4,383,425	\$ -0-	\$ 4,383,425

*Total amount does not include Task Order Assistance, Interagency and Cooperative Agreements, or funds received.